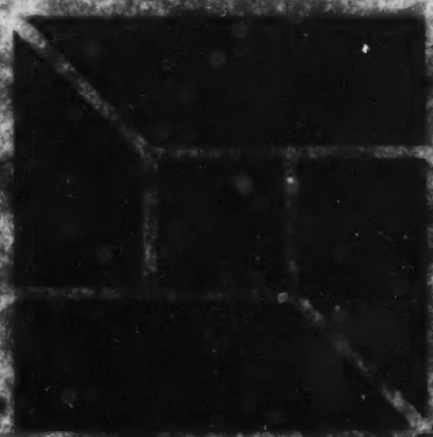




ANNUAL REPORT

1991-1992

Edmonton Metropolitan Regional Planning Commission





*Regional planning does not mean the planning of big cities beyond their present areas;
it means the reinvigoration and rehabilitation of whole regions
so that the products of culture and civilization . . . shall be available to everyone
at every point in a region where the physical basis for cultivated life can be laid down.*

Lewis Mumford





EDMONTON METROPOLITAN
REGIONAL PLANNING COMMISSION

Ross G. Quinn
CHAIRMAN

R.L. Mattiussi, ACP, MCIP
EXECUTIVE DIRECTOR

June 1992

Mayor Ross G. Quinn
Chairman
Edmonton Metropolitan
Regional Planning Commission
Edmonton, Alberta

Dear Mayor Quinn

It is my pleasure to submit to you the tenth Annual Report of the Edmonton Metropolitan Regional Planning Commission, which covers the April 1, 1991 to March 31, 1992 fiscal year.

Respectfully submitted

R.L. Mattiussi, ACP, MCIP
Executive Director

EMRPC Annual Report – 1991-1992

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Vision
of
Excellence
YEAR 2020

In June, 1991, the Commission provided direction to staff for the review of the 1984 Edmonton Metropolitan Regional Plan by holding its first-ever Futures Workshop. The following statements are extracted from the vision statement produced during that workshop.

Our ability to work together had its beginnings in the early 1990s as the second regional plan was initiated. The issues of the day were simply a collection of themes somewhat neglected because they demanded unprecedented levels of co-operation: waste management; inter-municipal public transportation and utilities; regional economic development; preventive health, social and protective services; and protection of the environment. Our elected leaders are committed to a strong regional plan and an approach that would unite governments around these issues while respecting the uniqueness and autonomy of each participating municipality and community.

Consumption of good agricultural land has been discouraged by limiting rural subdivisions and urban sprawl and by directing urban growth away from agricultural areas.

We owe our protected natural areas and regional greenways to the enthusiasm and commitment of regional residents of the late 1980s and 1990s. All areas were studied with the intent of protecting the most significant habitats and natural environments for all time.

The co-ordination of land use planning and utility services planning under our present regional coalition has had even greater benefits. Urban sprawl has been greatly reduced, public transit is the preferred mode of travel, automobile use has declined (along with the associated air and water pollution) and the risk of surface water and groundwater pollution has been minimized . . . Our efficient transportation system is largely due to the overall, co-ordinated planning of our Region.

Economic development achievements continue to reinforce the regional concept.

The full benefits of co-operation were realized when the various regional groups were brought together under our regional coalition . . . one that suits our Region.

Together, we have defined minimum levels of service (both rural and urban) for everyone in the region and have developed revenue sharing approaches and integrated service networks to help each municipality deliver effectively.

Each of our local governments retains full autonomy in determining higher levels—the resultant variety in quality and level of service (and taxes) provides residential options for the regional resident.

The entire region has become known as a "well community"—a good place to live.



I am pleased to report to you on the activities of the Edmonton Metropolitan Regional Planning Commission for the fiscal year ending March 31, 1992. During the past year, the Commission and its member municipalities have been working extremely hard for the benefit of our Region.

Work has begun in earnest on the review of the Edmonton Metropolitan Regional Plan. Substantial progress has already been made but much remains to be done. Whether or not we will end up with a totally new plan is still not clear. This issue could, perhaps, be summed up with the words: "A new plan if necessary, but not necessarily a new plan." What is clear is that the members of this Commission have been, and will continue to be, involved in the process.

At the May and June 1991 Commission meetings, workshop facilitator Ken Balmer of Rethink (West) began to prepare the members for the full-day workshop that was held on June 24, 1991. He did this by asking for responses to the following questions:

- (1) What trends will have the greatest impact on the Region?
- (2) What opportunities will the future offer?
- (3) What trends or emerging issues should we be worried about?

Discussion relating to the answers to these questions formed the basis of the workshop that followed.

The workshop has been one of the driving forces behind the Regional Plan programme. From it, staff developed a Vision Statement that basically outlined

how the elected representatives wished to see the Metro Region develop over the next 20-25 years. By means of this process, Commission members and staff have been working together for the benefit of the Region as a whole.

In my last year's report, I mentioned the recurring twin issues of annexation and fringe areas. This year, annexation has been of less significance but the County of Leduc/City of Leduc's recent application to amend the Regional Plan is centred on a number of fringe area considerations. The two municipalities have begun a joint planning process for lands in and around the City of Leduc and the request for an amendment is to pave the way for conformity between the Regional Plan and the Joint General

Chairman's

REPORT

Ross G. Quinn
Mayor
Town of Morinville



Municipal Plan. However, a number of regional issues are raised by this application and their resolution will require sound and perceptive political decision-making.

The 1992 Winter Seminar chose as its theme, "Implementing Your Vision—A User's Guide". This theme was a particularly appropriate follow-up to the many municipal vision statements that were prepared as part of the provincial government's Vision 20/20 programme and the Commission's own vision statement for the Region. Prior to last year's seminar, the Executive Committee appointed one of its own members to chair the day's events. It

was decided to continue this practice and Councillor Sandy Lipka from Strathcona County did an admirable job for us at this year's Winter Seminar. As always, the seminar generated a great deal of interest and the speakers and topics were well received.

Once again, I would like to thank all my fellow Commission members. In particular I would like to thank those individuals who took the time to sit on one or more of our Committees, especially our Vice-Chairman, Mr. Albert Klapstein, the Executive Committee Chairman, Mr. Ron Hayter and Planning Committee Chairman, Mr. Blair Lundy.

My sincere thanks also to the staff of the Commission who have worked hard and often under great pressure. Their advice and help continues to be appreciated.

"There is a time to plan and a time to take action. If the tools you have don't work then you get tools that will. And that is what this seminar is all about."

Ross G. Quim
1992 Winter Seminar

Winter Seminar

EMRPC



The 1991/92 fiscal year turned out to be a challenging year for the staff of the Commission. This was a year that moved the EMRPC into the "high-tech" planning world of computer networks and geographic information systems. It was also a year that made us pause to reflect on some of the harsh realities of life beyond our day-to-day planning battles. The Commission staff were saddened by the passing of Polly Kowalchuck, a member of our Administrative Services Branch, and the resignation of planner Joseph Sorochan, who left us for health reasons.

As time goes on we find that, like children's clothing in September, policies or regulations that worked well in the past just do not seem to fit any more. On the other hand, ad hoc changes put forth to meet a short term objective can be even more damaging. As someone at our Winter Seminar said: "You don't tear down a fence until you know why it was built." However, if the institutions of yesterday are going to continue to serve the needs of society in the present and the future then we must constantly re-evaluate what we do and how we are doing it.

If the EMRPC is to meet the needs of the Metropolitan Region, we will need to try some innovative solutions to our problems. Before we can be innovative we must break down the barriers to innovation by dispelling the myths about the role of Commission and what it can, or cannot, do under the current legislation. John F. Kennedy once said that: "The great enemy of truth is very often not the lie, deliberate, contrived and dishonest, but the myth, persistent, persuasive and realistic." It is my belief that the Commission has, in fact, been

given a great deal of latitude to solve the problems facing this region and all that is necessary is the political will and the necessary resources. Across the province we see commissions involved in a wide variety of activities. The history of this Commission also illustrates a number of different roles this organization has filled over the years.

The 1991/92 fiscal year was the beginning of our determined effort to break down the barriers to innovative action. We have started by putting in place a Regional Plan Review process which has allowed the Commission to create the "Big Picture" through the Vision Workshop. Our next step is to examine the issues that the Commission, EMRPC staff, the municipalities and their administrations and the public think are important. We have been flexible in both our approach and the issues discussed, as we do not want to leave out anyone's concerns. The discussion papers are meant to be informative but, more importantly, they are meant to stimulate discussion.

The final step will be the formulation of whatever regional policy is deemed necessary to amend the plan. The process is flexible enough to ensure that the job gets done well. If there is no consensus on if, or how, the Regional Plan should be amended then there may in fact be no changes and the current Regional Plan will remain in place.

The EMRPC has always been a vital regional information clearinghouse and with our enhanced information management capabilities we will be in a better position to serve the needs of our member municipalities and the public.

Executive Director's

REPORT

R.L. Mattiussi
ACP, MCIP

It has become quite obvious, however, especially in view of the requests from our municipalities, that some of the problems facing this region are extremely complex and that we really don't have on hand the information necessary to deal with them. It is not that the information does not exist but, rather, we lack ready access to that information when it is needed.

Through our representation on the Ministerial Advisory Committee on Municipal Land Information Systems and the building up of our own GIS capabilities we hope, one day, to build the partnerships and networks which will give us access to the information we need to solve our regional problems without costly duplication of information maintenance and storage.



"The Plan should identify where regional interests lie and should develop goals, objectives, and policies to further those interests."

*Metro Plan Background Paper:
Role and Scope of the Regional Plan*

I think that as planning professionals we can be more innovative in the plans and reports we prepare for our member municipalities by ensuring that the documents are practical, action-oriented tools which will guide the long term development of the municipalities. Ultimately, the planning process must create better communities and not just more plans.

Finally, I think the EMRPC must not only talk about being a forum for regional discussion, but act as a catalyst and a facilitator for regional activities. This year, at the request of some of our municipalities, we co-ordinated a Regional Trails Network meeting and workshop. It is not our intent to build trails, but rather to provide those who are responsible for building the trails and those who use and fund them with a chance to share information and work together. From the feedback we have received to date, we believe that our role as facilitators has been very much appreciated.

In closing, I would like to thank Chairman Quinn and members of the Commission for their support and trust through what has been a challenging year for the staff of the EMRPC. I would also like to thank the councils and administrations of the municipalities of the Region for their continued co-operation and support as, together, we try to create a better region. Finally, I would like to thank the managers and staff of the EMRPC through whose dedication and professionalism this Commission was able to meet all the challenges thrown our way and still remain on course toward our goals.

Seventeen municipalities, out of a total of 19, have members appointed to the Commission. Regular Commission meetings are held once every month. In the fiscal year April 1, 1991 to March 31, 1992, the Commission held twelve (12) regular meetings, as well as an Organizational Meeting and an Annual Meeting.

Each year, at the Organizational Meeting, a Chairman, a Vice-Chairman and members of the Executive Committee are elected by the members themselves. As of March 31, 1992 these officers were as follows:

Chairman: Ross G. Quinn
Vice-Chairman: Albert Klapstein

Designated Municipalities	Appointed Members	Appointed Alternates
City of Edmonton	Alderman Judy Bethel Alderman Catherine Chichak Alderman Sheila McKay Alderman Ron Hayter Alderman Lance White Alderman Ken Kozak Alderman Lillian Staroszik Alderman Helen Paull Alderman Brian Mason	Alderman Patricia Mackenzie Alderman Bruce Campbell Alderman Mel Binder
City of Leduc	Alderman Blair Lundy	Alderman Terry Kirkland
City of St. Albert	Alderman Ken Allred Alderman Bob Russell	Alderman Ray Gibbon
City of Fort Saskatchewan	Mayor Pryce Alderson	Alderman Ken Hodgins
City of Spruce Grove	Alderman Gary Swinamer	Alderman Ken Scott
M.D. of Sturgeon	Councillor Hubert Lamoureux	Councillor Ernie Oginsky
County of Leduc	Councillor Albert Klapstein	Councillor Ed Chubocha
County of Parkland	Councillor Bertram Johnston	Councillor Ingrid Schulz
County of Strathcona	Councillor Shirley Jolly Councillor Sandy Lipka	Councillor Sten Berg Councillor Gary Willman
Town of Beaumont	Councillor Judi Gnus	Councillor Perry Hendriks
Town of Bon Accord	Mayor Glenda Bobbie	Councillor David Everitt
Town of Calmar	Councillor Chris McKerracher	Mayor Neil McKerracher
Town of Devon	Councillor Marlene Cavanagh	Councillor Gary Browning
Town of Gibbons	Councillor Romeo Tetreault	Councillor Geoff Jones
Town of Morinville	Mayor Ross G. Quinn	Councillor Mary Anne Balsillie
Town of Redwater	Councillor Peter Hrynchuk	Councillor Andy Budney
Town of Stony Plain	Councillor Michael Ayers	Councillor Dwight Ganske



Committees

EMRPC

Each year, the Commission elects and appoints some of its members to standing committees which carry out specific duties and responsibilities on behalf of the Commission. For the past fiscal year, the standing committees of the Commission were the Executive Committee and the Planning Committee. The Commission may also appoint special committees as required.

Each committee elects its own Chairman and Vice-Chairman.

Executive Committee

Alderman Ron Hayter
Committee Chairman

Councillor Albert Klapstein
Committee Vice-Chairman

Alderman Ken Kozak

Alderman Ken Allred

Mayor Pryce Alderson

Councillor Sandy Lipka

Mayor Ross G. Quinn
Commission Chairman

Planning Committee

Alderman Blair Lundy
Committee Chairman

Alderman Lillian Staroszik
Committee Vice-Chairman

Alderman Lance White

Councillor Peter Hrynychuk

Councillor Hubert Lamoureux

Councillor Bert Johnston

Councillor Judi Gnuis

Mayor Ross G. Quinn
Commission Chairman

During the past year the staff of Strategic Planning Services have been involved in a number of interesting and exciting issues which have proved to be both challenging and rewarding for all staff members. The experience gained will help to improve the quality of service offered by the Commission in future years.

Two major Regional Plan amendments were worked on during the year. Each entailed considerable staff resources, and resulted in some delays to other projects. The first amendment application was made by the County of Strathcona during the previous year. It involved an application to re-designate an area of land, close to the City of Edmonton, from Metropolitan Industrial Area to General Urban to permit the construction of residences within 1.5 km of a heavy industrial area in the City. The Commission had refused the application on the grounds that it would prejudice the future development of the City's heavy industrial area. The issue was appealed to the Alberta Planning Board, and hearings into the matter were held in May. The Board ruled that a 1.5 km separation distance between heavy industrial and residential uses was adequate, but, because of the size of the area involved, an amendment was required to the Regional Plan's Policy Reference Map. The County then re-applied for the amendment which was duly approved by the Commission by the required two-thirds majority.

A second amendment application was received recently from the City and County of Leduc. Both municipalities have been involved in on-going joint planning discussions over the past two

years. These negotiations resulted in the preparation of a partial Joint General Municipal Plan which did not completely conform to the Regional Plan. The amendments proposed to the Regional Plan are intended to bring the two documents into conformity with each other. It is not anticipated, at this stage, that the proposed amendments will be easy to handle, as they are relatively complex, and involve some very important regional issues, such as the protection of better agricultural land and the protection of the Edmonton International Airport. However, it is hoped that the matter can be resolved within the next year.

A significant amount of staff time has been spent over the past year on work related to the review of the Regional Plan. The process began with the preparation of a Vision Statement for the Region—the first ever for the EMRPC. Two reports, a regional profile report and a regional trends report, were produced, reviewed by the Commission at two special workshop-type meetings and used to identify a series of regional issues. A third, one-day workshop was held at which the Commission members discussed the previously identified issues, and determined how they would like to see those issues develop in future. Following the workshop, the facilitator prepared a Vision Statement which was adopted in principle by the Commission. This will serve as a valuable tool during the remainder of the Regional Plan Review process.

Since the completion of the visioning process, staff have been engaged in the preparation of a series of discussion papers on issues of regional

Strategic Planning Services

REPORT

Peter Dickson
MCIP

significance. This has involved a considerable amount of data collection on issues such as the loss of farmland, and the number of country residential lots available in the region etc., as well as report writing, meetings, and general liaison with various agencies. The purpose of the discussion papers is to stimulate debate on regional issues, in order to ensure that any amendments to the Plan are understood and well accepted by all of the stakeholders. A committee, consisting of municipal administrators and planners and known as the Administrative Advisory Committee (AAC), has been established to give technical input on the discussion papers prior to their release to the public. Four papers, out of a probable total of twelve, have been prepared to date. These have included papers on "The Role and Scope of the Regional Plan", "Growth Management", "The Protection of Natural Areas", and "The Protection of Outdoor Recreation Resources".

Strategic Planning Services staff have also been involved in numerous other projects over the year. A series of

population estimates for the region's municipalities, based on the regional population projections which were completed the previous year, has been prepared. Although not intended to replace the projections undertaken by the municipalities themselves, the estimates should give a regional perspective on municipal growth expectations and provide an appropriate context for individual municipal projections.

Work on the review of the General Municipal Plan for the Town of Gibbons began in mid-November with the preparation of a terms of reference, and initial contact with the Town's administration. The next phases of the project saw the collection of background information, the preliminary identification of issues, and the establishment of a steering committee composed of members of the public, municipal staff, and council members. Following a thorough discussion of the issues by the steering committee at two workshops, and the holding of a public open house, work began on the preparation of a draft plan. The process has progressed smoothly so far, and it is anticipated that a draft plan will be in the hands of Gibbons council by the end of May.

In late fall, as a result of a problem perceived by some of the region's municipalities, the Commission was asked to facilitate the co-ordination of

trail systems in the region. It was recognized that there are many organisations in the region who are interested, and involved, in the development of trails, but their individual efforts were not necessarily co-ordinated with each other. An attempt has been made, therefore, to bring together the interested parties and discuss the issues. To date, one meeting involving primarily municipal and provincial government staff has been held, and plans are under way to hold a one-day workshop to discuss the issues surrounding regional trails development with a larger group. Strategic Planning Services staff involvement in this effort has been considerable.

A number of smaller, but nevertheless important, projects have also been undertaken. These have included a response to the provincial government's

"Towards 2000 Together" initiative, ongoing participation in the Metro Edmonton Economic Development Team, and a review of the Edmonton Economic Development Strategy. As well, staff prepared responses to the proposed Alberta Environmental Protection and Enhancement Act, and are monitoring progress on the proposed water resources legislation. Efforts have also been directed towards participating in the Prairie Conservation Co-ordinating Committee which has been making some significant progress in identifying and co-ordinating methods to conserve what remains of our native prairie habitat, and in responding to a number of major pipeline and transmission line proposals. Chief among these have been the Federated Gas Pipeline from Acheson to Fort Saskatchewan and TransAlta's 240 kV transmission line from east Edmonton to Lamoureux.

The year as a whole has been a hectic one. With the review of the Regional Plan now well under way, it seems likely that next year will follow the same pattern.



"To meet a regional demand for outdoor recreation, it is necessary for both urban and rural municipalities to consider identifying, protecting and even developing outdoor recreation areas from a regional, rather than local, perspective."

Regional Outdoor Recreation Areas Study

Municipal Planning Services

REPORT

Eugene Dmytruk
ACP, MCIP

Planning and development activity remained at a high level throughout the Region and this was reflected in the heavy workload carried by the staff throughout the year. Branch staff concentrated on completing statutory plans which were undertaken in the previous year, as well as responding to numerous requests for planning advice and assistance from member municipalities. Municipal requests for assistance and the increased level of activity in the private sector, along with staff vacancies and changes in 1991, placed a strain on available staff resources, as staff attempted to complete outstanding projects, while at the same time responding to new development and subdivision proposals.

As in previous years, Branch involvement in the administration, implementation and review of the Edmonton Metropolitan Regional Plan continued to occupy a major proportion of staff time. A variety of planning documents were reviewed for conformity with the Regional Plan and advice and assistance were provided on Plan implementation and resolution of non-conformity issues. Several general municipal plans and a large number of area structure plans and subdivision proposals were referred to the staff for conformity review. The reviews are undertaken according to Section 54(2) of the *Planning Act* which states that all statutory plans, land use by-laws and subdivisions must conform to the Regional Plan. The more significant documents reviewed in the past year included:

- the draft City of Leduc General Municipal Plan;
- the draft City of St. Albert General Municipal Plan;

- several area structure plans (ASP):
Leduc Estates ASP in the City of Leduc; North Campbell Industrial Park ASP amendment in the City of St. Albert; Big Lake ASP in the County of Parkland; Sturgeon Valley ASP in the M.D. of Sturgeon; Big Lake ASP in the City of Edmonton; Davidson Creek ASP, the Suntree Golf Club and Resort ASP, and Arbor Park ASP in the County of Strathcona; the Meadows ASP amendments in the City of Spruce Grove; the Northwest Industrial ASP amendment in the Town of Stony Plain; and the Fort Centre ASP in the City of Fort Saskatchewan.

In addition, staff commented on a number of land use by-law and/or general municipal plan amendments, some of which were associated with the above area structure plans. In particular, comments were submitted with respect to the Suntree Golf and Resort proposal, a re-classification for a proposed dry waste storage facility in the M.D. of Sturgeon and the proposed Rabbit Hill Golf Course and Recreation Park in the County of Leduc.

Most of the proposals reviewed by Branch staff met the requirements and intent of the Regional Plan. Several plans, however, did not conform entirely to Regional Plan policy and changes were suggested to bring the plans and by-laws into conformity with the Regional Plan.

Another significant area of activity involved the preparation of, or participation in the preparation of, three general municipal plans and one downtown plan. A draft of the County of Leduc's new General Municipal Plan (GMP) has been completed and the plan has gone through detailed review by

County Council. Public information meetings on the plan were held in October, 1991, however, adoption of the plan has been put on hold, pending the resolution of a number of issues associated with proposals contained in the preliminary Joint General Municipal Plan currently being prepared by the City of Leduc and County of Leduc. Some of these proposals were the subject of a recent Regional Plan amendment application.

Staff also completed a major review and update of the Town of Beaumont General Municipal Plan, previously adopted in 1982. The Plan required extensive revisions due to changing population trends in the town and the Region and changes to the Town's boundary. Public hearings on the Plan were held in June, 1991 and the Plan was adopted by Council in August, 1991. To ensure that community input was available during the review, a GMP Community Advisory Committee, of citizens-at-large and representatives from various interest groups was created to direct the planning process. The final plan is somewhat unusual in that it was published, at the Town's request, in both English and French.

Staff also assisted the City of Leduc, in its comprehensive General Municipal Plan review, by providing information and by participating, in an advisory capacity on regional planning issues, on the City's GMP Coordination Committee. The planning process was unique, as it was an interdepartmental effort, involving all of the City's departments, under the direction of a project coordinator and the Co-ordination Committee. This resulted in a more comprehensive plan than is normally the case.

The Westmor Area Structure Plan for the northeast part of the Town of Morinville was another project which was completed in 1991. The plan was prepared by consultants and was funded jointly by the Town and the Commission. Staff assisted the town in the preparation of a terms of reference, and the reviewing of consultants' proposals and helped the town and the consultants to resolve outstanding issues.

The Commission's efforts to assist municipalities with their downtown revitalization efforts moved along well and progress was made in several municipalities. The review of the Spruce Grove Central Area Redevelopment Plan (CARP) was initiated in 1990 and a new plan was adopted by Council in December, 1991. The plan replaces the original plan adopted in 1982. Commission staff served as project planners and the plan was prepared in close consultation with the City's CARP Steering Committee. The new plan takes a more comprehensive approach than the previous one, reflects changes which have occurred over the past nine years and addresses new central area planning issues. Strategies, policies and actions of the plan will assist the City to improve and maintain the viability of the City's downtown.



"... a vision for Spruce Grove's Central Area is to create an identifiable, attractive, inviting and prosperous city centre."

*City of Spruce Grove
Central Area
Redevelopment Plan*

In addition, staff provided assistance in the implementation of other downtown planning initiatives, including:

- the Downtown Streetscape Design Guidelines for the Town of Stony Plain. These guidelines provide direction on building facade improvements and will complement the streetscape improvements recently completed by the Town;
- the preparation of the Devon Botanical Garden concept for the Town of Devon; and,
- the preparation of French Village Design Guidelines for the Town of Beaumont.

The assistance that staff provides municipalities in the implementation of downtown plans ensures that the plans remain a vital component of the overall downtown revitalization efforts.

The preparation of land use by-laws and responding to day-to-day inquiries on zoning, planning and development appeal matters remains one of the basic services which the Commission provides those member municipalities that do not have their own planning department. This includes attendance at council, development appeal board and municipal planning commission meetings and public hearings, as well as providing information, preparing reports and assisting municipal staff, developers and the public. A comprehensive review and update of the Town of Calmar Land Use By-law was completed and the by-law adopted in May, 1991. Work on the review and update of the Town of Bon Accord Land Use By-law was begun in November, 1991 and a draft was presented to the Town in March, 1992. The by-law reviews recognize the changing needs and

concerns of the towns by making the by-laws easier to understand and use. Unnecessary restrictions were removed and alternative methods of dealing with development issues were researched.

Advice and assistance with respect to various land use by-law designation and textual amendments and/or consolidations were provided to the County of Leduc, the M.D. of Sturgeon, the Towns of Stony Plain, Devon, Morinville and Beaumont and the Villages of Legal and New Sarepta. Among the topics dealt with were encroachments into sideyards, parking, signage, objectionable items in yards, and communication structures in an urban area.

Requests for short studies and current planning advice covered a broad range of issues including: a review of the minimum distance separation formula (MDS) for livestock confinement areas; the heavy industry policy for the County of Leduc; and, a survey of off-site parking levies and proposed billboard and sign regulations for the Town of Stony Plain.

The Commission staff dealt with one annexation proposal in 1991, that proposed by the City of Spruce Grove and involving some 615 hectares of land. A brief was submitted to the Local Authorities Board on behalf of the Commission. The Commission supported the annexation and the Board approved it. The annexation was not opposed by the affected municipalities and issues related to it were resolved by agreement between the County of Parkland, Town of Stony Plain and the City of Spruce Grove.

Requests for information and referrals from government agencies and departments and the private sector were acted upon. In particular, staff reviewed Bill 26—Planning Amendment Act and Alberta Labour's Sewage Disposal Code.

Subdivision processing continues to occupy a considerable amount of staff resources and time. The activity includes working with the public, developers and referral agencies; providing subdivision service to 13 of the 19 member municipalities in the Region; advising and recommending to municipal councils and the Commission on subdivision applications; and, representing the Commission on subdivision appeal hearings before the Alberta Planning Board. In addition, staff commented on referrals from five other subdivision approving authorities and monitored City of Edmonton Municipal Planning Commission agendas and decisions for conformity with the Regional Plan.

The number of subdivision applications submitted to the Commission for approval in 1991/92 decreased slightly from the previous year. The number of lots approved in urban municipalities decreased from 503 to 422. However, the number of lots approved in the two rural municipalities increased from 101 to 151.

In addition to the 133 applications processed, the Commission staff commented on 146 application referrals from other subdivision approving authorities, an increase of four over the previous year. A total of 24 applications were appealed to the Alberta

Planning Board, an increase of two over the previous year. The tables and figures which follow provide further details on subdivision activity.

In conclusion, the past year was once again very busy and challenging. Although unforeseen events and emerging issues have resulted in delays to some of the projects, the major part of the work programme was achieved. Our emphasis on serving municipalities remains unchanged and it is anticipated that the level of activity and the types of requests for services in the upcoming year will be similar to the past year. We look forward to continuing challenges in the year ahead.



"... the design guidelines contained in this report have been developed to ... create a mechanism to implement the French-village theme and guide owners, developers and consultants regarding the exterior facade and siting requirements of their design proposals."

Town of Beaumont French Village Design Guidelines

Subdivision Data

April 1, 1991 to
March 31, 1992

Subdivision Applications & Decisions

Municipality	Pending decision from earlier years ¹	Received	Approved	Refused	Abandoned/ deemed refused/ withdrawn	Pending Decision on March 31, 1992
M.D. of Sturgeon	9	59	28	16	0	15
County of Leduc	7	43	30	2	0	11
City of Spruce Grove	2	9	5	0	1	3
Town of: Beaumont	3	2	2	0	0	0
Bon Accord	0	0	0	0	0	0
Calmar	1	5	4	0	0	1
Devon	0	2	2	0	0	0
Gibbons	0	0	0	0	0	0
Morinville	4	0	0	0	0	0
Redwater	0	1	1	0	0	0
Stony Plain	3	12	9	0	0	3
Village of: Legal	0	0	0	0	0	0
New Sarepta	0	0	0	0	0	0
Total	29	133	81	18	1	33

¹ Of all 29 applications pending decisions from earlier years,
16 were approved, 6 were denied, 3 were deemed refused and 4 are pending.

Subdivision Applications & Parcels Approved

Municipality	Agri. ¹		Country Residence ²		Industrial		Public Institut. ³		Comm.		Res. ⁴		Multi-use		Total
M.D. of Sturgeon	10	10	12	90	0	0	1	1	0	0	1	1	4	6	28 108
County of Leduc	13	13	15	28	0	0	1	1	0	0	0	0	1	1	30 43
City of Spruce Grove	0	0	0	0	1	3	0	0	1	2	2	62	1	86	5 153
Town of: Beaumont	0	0	0	0	0	0	0	0	0	0	2	10	0	0	2 10
Bon Accord	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0 0
Calmar	0	0	0	0	1	1	0	0	0	0	4	43	0	0	5 44
Devon	0	0	0	0	0	0	0	0	0	0	2	11	0	0	2 11
Gibbons	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0 0
Morinville	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0 0
Redwater	0	0	0	0	0	0	0	0	0	0	1	3	0	0	1 3
Stony Plain	0	0	0	0	0	0	2	2	1	11	8	185	1	3	12 201
Village of: Legal	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0 0
New Sarepta	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0 0
Total	23	23	27	118	2	4	4	4	2	13	20	315	7	96	85 573

- ☐ Approved applications
☐ Approved parcels

¹ Agricultural Parcels

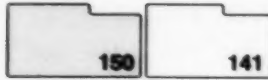
² Country Residence includes parcels having an area up to and including 1.21 hectares or an area greater than 1.21 hectares if, in the opinion of the Subdivision Approving Authority, an area greater than 1.21 hectares was necessary to accommodate the country residential use.

³ Public Institutional includes public utility lots and water reservoir.

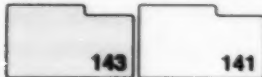
⁴ Residential includes bareland condominium units.

Subdivision Applications & Referrals - EMRPC Region

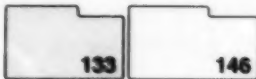
1989/90



1990/91



1991/92



- Applications made to EMRPC
- Applications to other S.A.A.'s reviewed by EMRPC

Subdivision Appeals

1989/90



1990/91



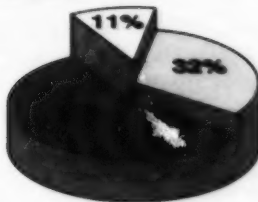
1991/92



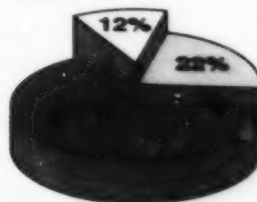
- Appeals Granted
- Appeals Denied
- Appeals withdrawn or pending at end of fiscal year

EMRPC Decisions on Subdivision Applications

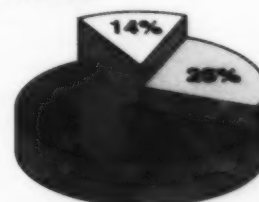
1989/90



1990/91



1991/92



- Applications approved
- Applications pending, withdrawn or expired
- Applications denied

Administrative Services

REPORT

Patricia Heffel

Throughout the past year, Administrative Services has continued to provide the Commission with a broad range of support services. These services are an essential part of the organization's overall operation and include reception, word processing, records management, the library, public relations, accounting services and personnel.

An increase in the computerization of this office has created new efficiencies, as well as new challenges, for the word processors. As the planning and technical staff are now inputting much of their own material, the word processing function has evolved into the correction and formatting of letters and documents. Because the intermediate step in which the word processor is presented with a hand-written document is eliminated, there should be much less room for error in the transcription stage. The turnaround time is also dramatically reduced. In addition, hand-written messages from the receptionist to members of staff have also been eliminated by this new technology. Computer "quick-mail" provides an immediate form of communication that is available the instant a staff member returns to his or her desk.

The Commission's library catalogue is now on-line and this service will soon be available for the use of all staff. Although the catalogue has been automated for some time, the programme used was one that was available through the mainframe at the University of Alberta. By transferring the data to an in-house system updating has become much easier and all changes are now immediately available to the

users of the system. Commission staff, as well as lawyers, consultants and students continue to make extensive use of the Commission's library resources.

Three issues of Metro Planning Review were published last year. One issue each year provides a summary of the Winter Seminar, while the remaining issues focus on matters of regional importance and on the projects being undertaken by this Commission. Also in the area of public relations, the Commission has reached out to the community and made its resources available to students in NAIT's Urban and Regional Planning Technology Programme. An orientation session was followed by a tour of the offices. Subsequently, as part of their course's practical assignment, the students produced a number of graphic displays that utilized the information collected by this Commission and other agencies.

Computerization of the Commission's accounting system has led to greater efficiency in the preparation of the monthly financial position, yearly work programme and budget and the payroll.

With the upgraded and changing technology in the office have come new challenges for all the Administrative Services staff. These challenges are being met by continued upgrading of skills, and we look forward to another productive year.

The Information Services Branch provides the Commission's planning functions with both the information necessary for the planning process, as well as the cartographic and design expertise needed for the production of the Commission's reports and plans.

The branch is responsible for:

- the collection, processing, maintenance and distribution of the Commission's information resources, including municipal census and land use information;
- the drafting of plans, maps and architectural drawings, presentation graphics, as well as document publication and reproduction;
- the administration of the Municipal Census Programme;
- representation of the Commission on the Ministerial Advisory Committee on Municipal Land Information Systems; and
- representation of the Commission on the Technical Review Committee of the Alberta Planning Board/Land Related Information Systems.

One of the major activities which occurred this year was the completion of the final phases of the 1985 Robert Liley Report recommendations by implementing a Local Area Network and bringing the information resources which currently exist on "stand alone systems" to the planners' desktops. With the network in place, planners now have access to the Commission's municipal census data, Statistics Canada data, land use information (13 municipalities) and the EMRPC library. We are now in the midst of acquiring base mapping and soil mapping for the region, as well as whatever MISAM (urban municipal mapping) products

are available for the region. With our "in-house" system now in place, the branch also hopes to begin a more active commitment to developing a region-wide land information systems (LIS) network of user groups in every municipality that would like to benefit from the use of this technology.

In 1991, two municipalities—the Town of Morinville and the M.D. of Sturgeon—received assistance from the Edmonton Metropolitan Regional Planning Commission as part of the Commission's Standardized Census Programme. The number of municipalities we assisted this year was down as it was a Federal Census year.

On the Graphics and Drafting side it was a very busy year as a huge backlog of plans and reports pushed their way through the system to end up being processed for final publication. The large list of projects outlined in the other branch reports all required a considerable effort from this branch to bring them to completion. This herculean task was accomplished with a reduced staff complement due to last year's staff cutbacks. The Graphics Technologists deserve special recognition for their efforts this year.

Staff of the Information Services Branch provided information and/or technical assistance throughout the year to the general public, private consultants, member municipalities and other government agencies in an effort to ensure that we maximize the benefits of the information we have spent time and money collecting and maintaining for planning purposes.



R.L. Mattiussi
ACP, MCIP

Staff

EMRPC

As of March 31, 1992

Executive Director

Ronald L. Mattiussi

Administrative Services

Manager

Patricia Heffel

Public Affairs Officer/Librarian/ Research Assistant

Philippa Fairbairn

Information Processing Operator

Maureen Dawson

Receptionist

Anita Klapwyk

Information Services

Spatial Information Analyst

Brad Connatty

Research Assistant

Margaret Flaska

Programmer

Mohammed ElJabri

Graphic Systems Coordinator

Ross S. Martin

Graphics Technologists

Karen Schafer

Robert Kainz

Municipal Planning Services

Manager

Eugene Dmytruk

Planners

Ken Woitt

Randy Leal

Nancy McEwen

Joe SoroChan

Subdivision Technologist

Lori Kustra

Strategic Planning Services

Manager

Peter Dickson

Senior Planners

Marlene Exner

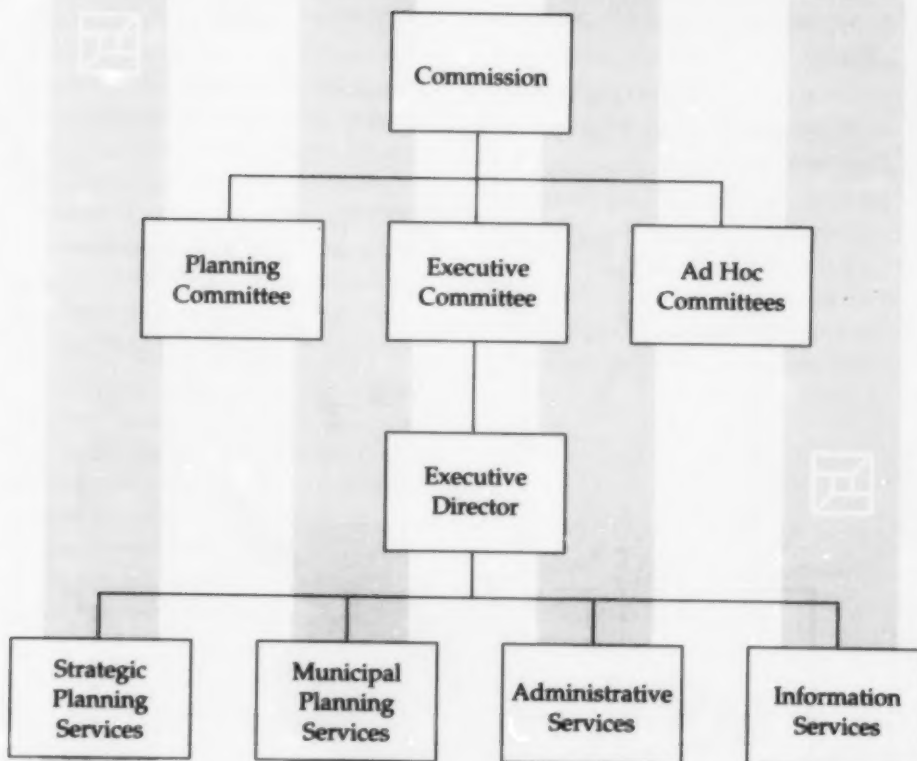
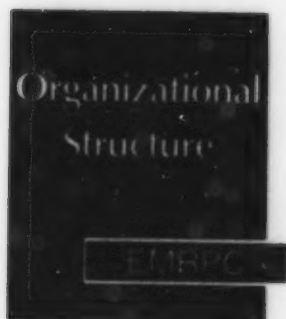
Ctibor Skoda

Planners

Patricia Wankiewicz

Jacqueline Vetsch

Tony Tam



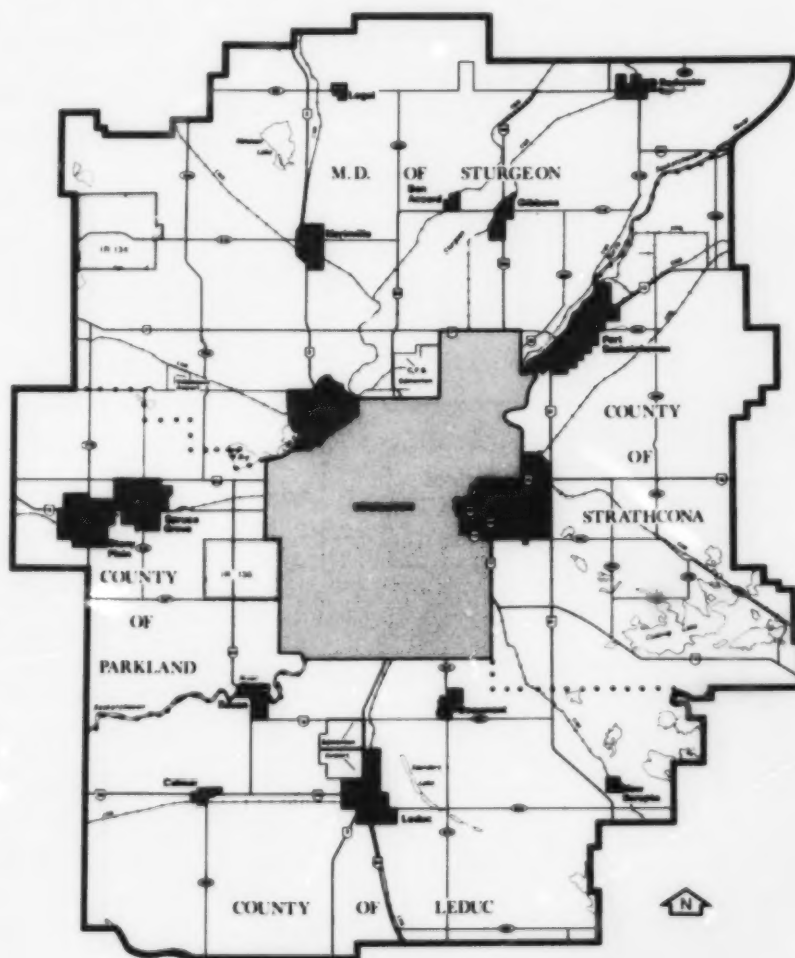
Responsibilities and the Planning Region

EMRPC

The Planning Act sets out the role, responsibilities and duties of the Edmonton Metropolitan Regional Planning Commission. The main functions of the Commission are to:

- prepare, adopt and administer a Regional Plan for the Edmonton Planning Region;
- provide advice and assistance to municipalities on planning matters;
- act as the subdivision approving authority for the Region, except where a municipality has been delegated this authority by the minister;
- provide advice and recommendations on annexation matters; and
- seek and encourage public participation in the planning of the Edmonton Region.

As part of its on-going operations, the Commission often serves as a centre for co-ordinating the planning activities undertaken by other levels of government.

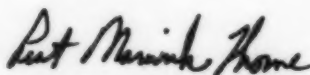


We have audited the balance sheet of Edmonton Metropolitan Regional Planning Commission (the "Commission") as at March 31, 1992 and the statements of revenue and expenditures, reserves, equity in capital assets and accumulated surplus for the year then ended. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting

principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Commission as at March 31, 1992 and the results of its operations and the changes in its financial position for the year then ended in accordance with generally accepted accounting principles.



Peat Marwick Thorne
Chartered Accountants
Edmonton, Canada
April 24, 1992

Financial
Statements

AUDITORS
REPORT

March 31, 1992

BALANCE SHEET

March 31, 1992

	1992	1991
Assets		
Current assets:		
Cash and term deposit	\$ 339,337	\$ 412,430
Accounts receivable	14,913	7,212
Prepaid expenses	<u>7,206</u>	<u>6,944</u>
	361,456	426,586
Capital assets (note 2):		
Furniture and equipment	478,041	388,569
Leasehold improvements	<u>169,426</u>	<u>166,769</u>
	647,467	555,338
	<u>\$ 1,008,923</u>	<u>\$ 981,924</u>
Liabilities and Equity		
Current liabilities:		
Accounts payable and accrued liabilities	\$ 54,684	\$ 131,351
Equity:		
Reserves	226,302	214,765
Equity in capital assets	647,467	555,338
Accumulated surplus	<u>80,470</u>	<u>80,470</u>
	954,239	850,573
Lease commitments (note 3)		
	<u>\$ 1,008,923</u>	<u>\$ 981,924</u>

See accompanying notes to financial statements.

On behalf of the Commission:

Ross Quinn

Chairman

Paul L. McArthur

Executive Director

	1992	1991
Revenue:		
Alberta Planning Fund	\$1,711,661	\$ 1,647,748
Subdivision fees	41,600	30,820
Publications and maps	4,833	5,679
Interest	36,733	43,780
Winter seminar	10,350	11,755
Miscellaneous	4,670	4,384
	<u>1,809,847</u>	<u>1,744,166</u>
Expenditures:		
Staff salaries	1,027,430	972,070
Staff benefits	135,653	117,560
Staff training and travel	27,315	31,199
Members' fees	68,349	74,424
Members' travel	11,107	8,194
Office rent	106,754	101,241
Utilities and maintenance	65,897	64,045
Parking	11,202	12,835
Telephone	15,837	18,198
Office supplies	7,976	10,076
Postage	11,228	11,491
Publications	3,276	3,044
Printing and duplication	51,797	53,003
Drafting supplies	8,242	9,064
Capital asset purchases	113,940	29,706
Equipment rentals, repairs and maintenance	55,608	31,823
Land titles office	1,680	1,724
Legal fees	5,382	3,798
Advertising	8,593	13,948
Recruitment and relocation	3,928	29,457
Audit	6,652	5,002
Public relations	2,257	2,456
Consulting fees	18,910	(3,495)
Insurance	2,066	1,990
Aerial photographs and maps	6,555	16
Winter seminar	10,840	10,396
Miscellaneous	9,836	3,403
	<u>1,798,310</u>	<u>1,616,668</u>
Excess revenue	\$ 11,537	\$ 127,498

STATEMENT OF
REVENUE AND
EXPENDITURES

March 31, 1992

See accompanying notes to financial statements.

**STATEMENT
OF
RESERVES**

March 31, 1992

	1992	1991
Computer Acquisition Reserve:		
Balance, beginning of year	\$ 198,406	\$ 18,000
Transfer from accumulated surplus:		
Computer acquisition and consulting costs	(123,501)	-
Accumulated surplus transfer	140,038	180,406
	<u>16,537</u>	<u>180,406</u>
Balance, end of year	214,943	198,406
Special Projects Reserves:		
Balance, beginning of year	16,359	15,000
Transfer from (to) accumulated surplus	(5,000)	1,359
Balance, end of year	<u>11,359</u>	<u>16,359</u>
Reserves, end of year	\$ 226,302	\$ 214,765

**STATEMENT
OF
EQUITY
IN CAPITAL
ASSETS**

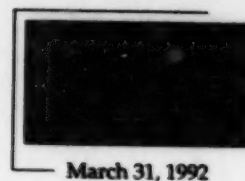
March 31, 1992

	1992	1991
Equity in capital assets, beginning of year	\$ 555,338	\$ 525,924
Additions during the year	113,940	29,706
	<u>669,278</u>	<u>555,630</u>
Disposals during the year:		
Proceeds	(2,575)	(85)
Write-down of original cost	(19,236)	(207)
	<u>(21,811)</u>	<u>(292)</u>
Equity in capital assets, end of year	\$ 647,467	\$555,338

See accompanying notes to financial statements

	1992	1991
Accumulated surplus, beginning of year	\$ 80,470	\$ 134,737
Excess revenue	11,537	127,498
	<u>92,007</u>	<u>262,235</u>
Transferred to Computer Acquisition Reserve, net	(16,537)	(180,406)
Transferred (to) from Special Projects Reserve	5,000	(1,359)
	<u>(11,537)</u>	<u>(181,765)</u>
Accumulated surplus, end of year	\$ 80,470	\$ 80,470

See accompanying notes to financial statements.



March 31, 1992

The Edmonton Metropolitan Regional Planning Commission was established under the Province of Alberta Planning Act to prepare, adopt and administer a Regional Plan.

1. Significant accounting policies:

(a) Capital assets:

Capital asset additions are charged to expenditures and recorded as capital assets and equity in capital assets. Proceeds on disposal of capital assets are recorded as miscellaneous income and charged, net of any gain or loss on disposal, to equity in capital assets.

Donated assets and tenant inducements received are charged to capital assets and credited to equity in capital assets in the year they are received.

No depreciation is recorded in the accounts.

(b) Changes in financial position:

A statement of changes in financial position has not been prepared as the information which would normally be provided by the statement is readily available in the statements presented.



March 31, 1992

2. Capital assets:

	Balance April 1, 1991	Additions during the year	Disposals during the year	Balance March 31, 1992
Furniture and equipment	\$ 388,569	\$ 111,283	\$ 21,811	\$ 478,041
Leasehold improvements	166,769	2,657	-	169,426
	<u>\$ 555,338</u>	<u>\$ 113,940</u>	<u>\$ 21,811</u>	<u>\$ 647,467</u>

3. Lease commitments:

The Commission has annual lease commitments for the rental of office and parking space expiring March 1, 1999. The annual lease cost for office space is \$118,000 for the first 5 years, and will be set at the market rate of April 1, 1994 for the remaining 5 years. The annual lease cost for parking and storage is \$11,280, which may be adjusted by the Landlord from time to time. Estimated annual costs for utilities, taxes, and maintenance in addition to the lease costs, is \$108,410.

The lease agreement for the rental of office space provides for a rental credit of \$59,000 per annum from April 1, 1990 to March 31, 1994, subject to the Commission maintaining the lease in good standing.